

11Sep 85

MEMO FOR: OIS/B&F
FROM: C/CRD
SUBJECT: Hard CRD Travel Requirements
for FY 1986

Subject requirements for CRD are as follows:

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| 1. The visit of two persons for three days to the Carter Presidential Library in Atlanta, Georgia to attend the annual NARA conference on mandatory reviews. | \$1,000 |
| 2. Travel to the Agency Records Center to process records in connection with the Historical Review program. | \$2,500 |

Additional travel that very possibly will be required of CRD is the following:

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| 1. One trip to the Kennedy Presidential Library (in the Spring of 1986) of two persons for up to two weeks. | \$2,000 |
| 2. Trips to other presidential libraries or to other public repositories where classified official U.S. executive department records are stored and which contain or may contain material of interest to the CIA and which requires a survey or review and which cannot at this time be predicted. | \$5,000 |

Total: \$10,500

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for possible use in 5-yr plan

Develop initiatives to improve the efficiency and consistency in the review of Agency information for declassification and release. At present this includes a test program of centrally reviewing mandatory requests which are then coordinated with specialists in the custodial components. Further developments, such as developing and collecting declassification guidelines, are being considered.

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